

**Information for data subjects (applicants) in the event of direct collection. (Article 13 GDPR)****Data controller:**

Wolfes & von Etdorf  
Assecuranzbureau GmbH  
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Email: [info@wve-hh.de](mailto:info@wve-hh.de)  
Website: [www.wve-hh.de](http://www.wve-hh.de)

Data controller's representative: Oliver Bernd (GF); Niels Christian Otte (GF)

**Data protection officer:**

Matthias Schütz  
audatis Consulting GmbH  
Phone: +49 (0)5221 87292-10  
Email: [datenschutz@wve-hh.de](mailto:datenschutz@wve-hh.de)

**Information on processing:****Purpose of processing:**

Selection of suitable external candidates to fill a vacancy.

**Legal basis for processing:**

Processing is necessary to initiate an employment contract pursuant to Article 88 GDPR in conjunction with Section 26 Paragraph 1 of the German Federal Data Protection Act.

(Storage of data beyond the current application process and/or disclosure to third parties requires consent pursuant to Article 6 Paragraph 1(a) GDPR. This consent must meet the requirements stated in Article 7 Paragraphs 1 to 4 GDPR.)

**Categories of recipients:**

Internal recipients (HR department, supervisors, executive board)

All applicants are subject to checks against sanction screening lists.

**Contractor (data processor):**

AEB Sanktions/Compliance Screening, Stuttgart

**Data transfer to third countries:**

There are no plans to transfer data to third countries.

**Additional duties to inform:****Duration of storage of personal data:**

6 months (application): erasure after 6 months provided no consent to a longer retention period has been given. Retention period of 2 months under Section 221 Paragraph 5 of the German Law on Equal Treatment plus reasonable processing time.

**Rights of data subjects:**

As an applicant, you have the right to information (pursuant to Article 15 GDPR) from the data controller about your personal data as well as the right to rectification (Article 16 GDPR), erasure (Article 17 GDPR) and restriction of processing (Article 18 Paragraph 1 GDPR). You also have the right to object to processing (Article 21 GDPR) as well as the right to data portability (Article 20 GDPR).

If you would like to exercise your rights, please contact the data protection officer listed above or our head office.

**Right to lodge a complaint:**

You have a right to lodge a complaint with the competent supervisory authority.

**Obligation to provide personal data:**

As an applicant, you are required to provide personal data. If you do not, we will be unable to process your application.

**Automated decision-making:**

We do not engage in automated decision-making or profiling.

**More information:**

You can request more information about the processing of your personal data from our data protection officer or our office. Alternatively, you can view this information at our premises.